

## ROUTING AND RECORD SHEET

DD/A Registry  
83-0311/115

SUBJECT: (Optional)

FRC

EXTENSION

NO.

OL 20801-83

STAT

Chief, New Building Project Office, OL  
4E50 Headquarters

DATE

14 DEC 1983

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. DDA  
7D24 Headquarters

15 DEC 1983

BAC R

To 1: Copy sent to D/OL.

2.

A004

15 DEC 1983

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DDA

23 DEC 1983

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DD/A REGISTRY  
FILE: 45-8



DEPARTMENT OF HIGHWAYS &amp; TRANSPORTATION

December 5, 1983

STATE LOCATION AND INSTRUCTIONS

1. **PROBLEM STATEMENT**  
The problem is to find the

2. **ANALYSIS**  
The analysis of the problem is to find the

3. **DESIGN**  
The design of the problem is to find the

4. **IMPLEMENTATION**  
The implementation of the problem is to find the

5. **TESTING**  
The testing of the problem is to find the

6. **CONCLUSION**  
The conclusion of the problem is to find the

83-0311/115-

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In planning for this study and in accordance with previous meetings with you, it was our understanding that the environmental assessment would be completed prior to presenting the design report at a public meeting. Since the McLean area citizens have expressed so much concern about the impacts of the CIA expansion on the roadways adjacent to your Headquarters, we feel the results of the environmental analysis for the roadway improvement alternatives should be presented at the citizen's meeting. By waiting for the environmental assessment to be completed, it may only be necessary for you to hold one citizen meeting.

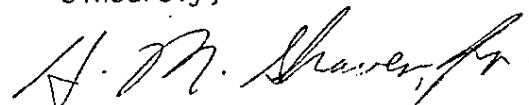
OL 20801-85

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Page 2.  
December 5, 1983

citizen's meeting can't be delayed until the environmental assessment is complete. If you feel further discussion on this subject is necessary to review the timetables, etc., please feel free to contact me.

Sincerely,



H. M. Shaver, Jr.  
State Location and  
Design Engineer

cc:

w/enclosure

STAT